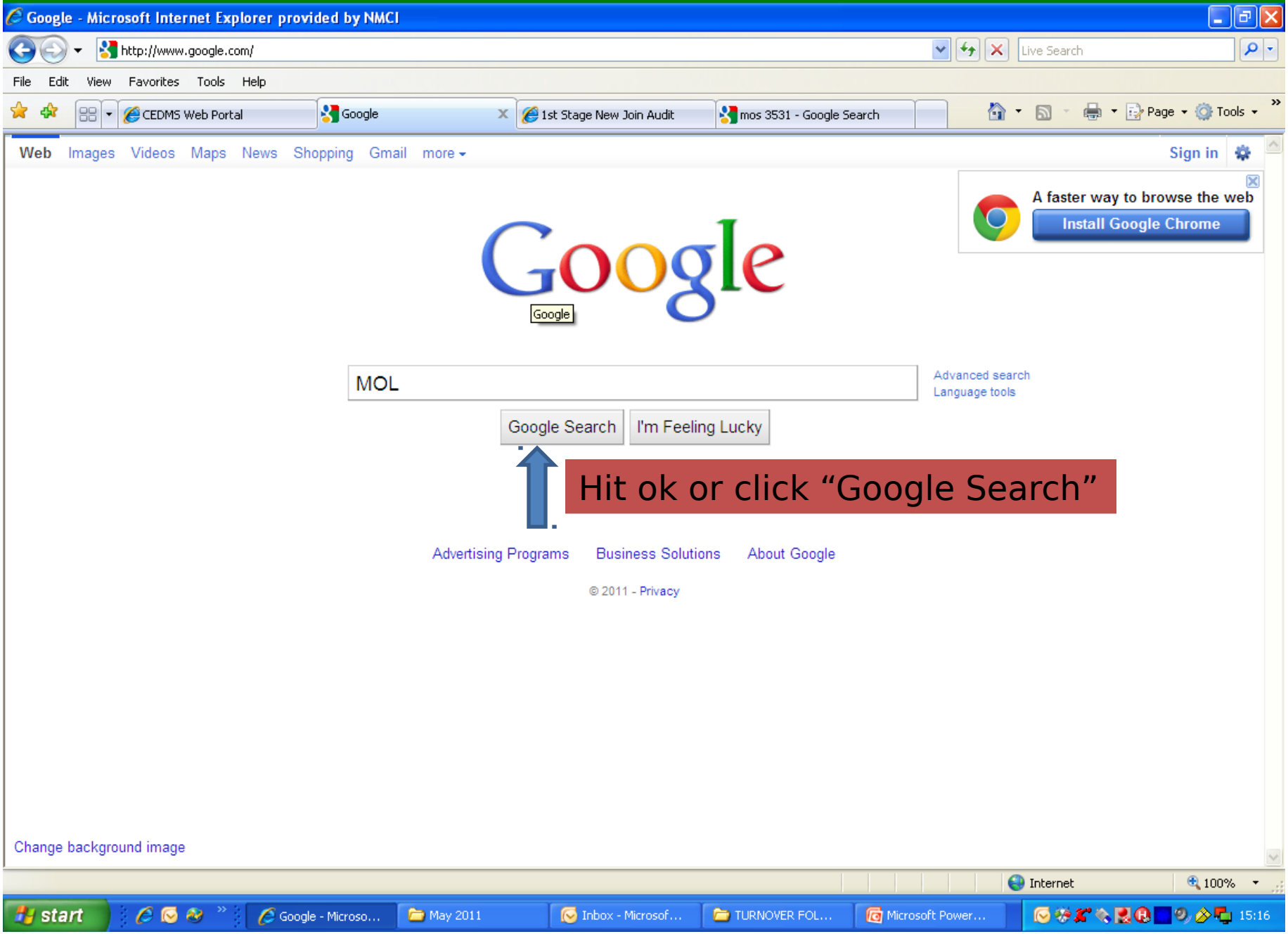
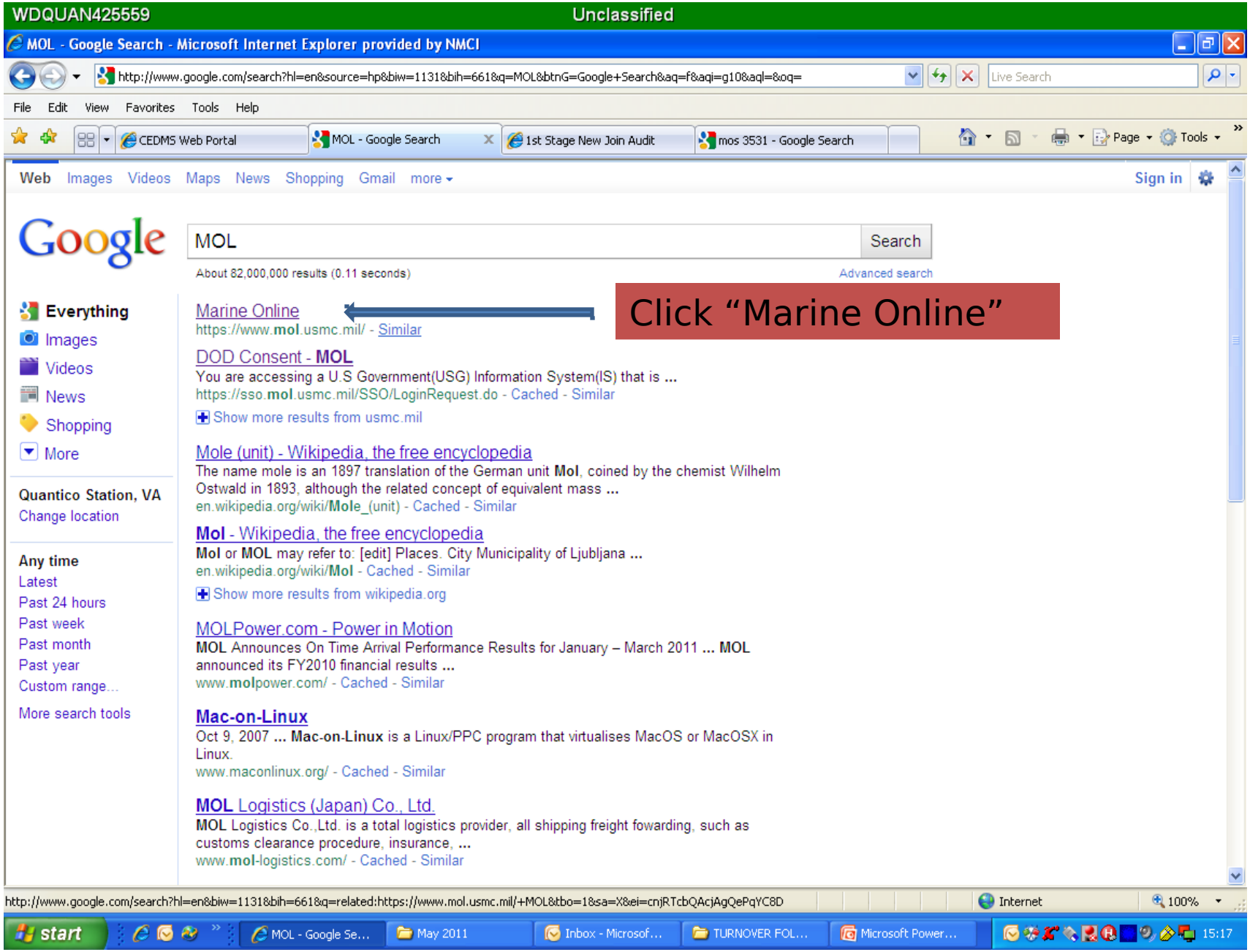
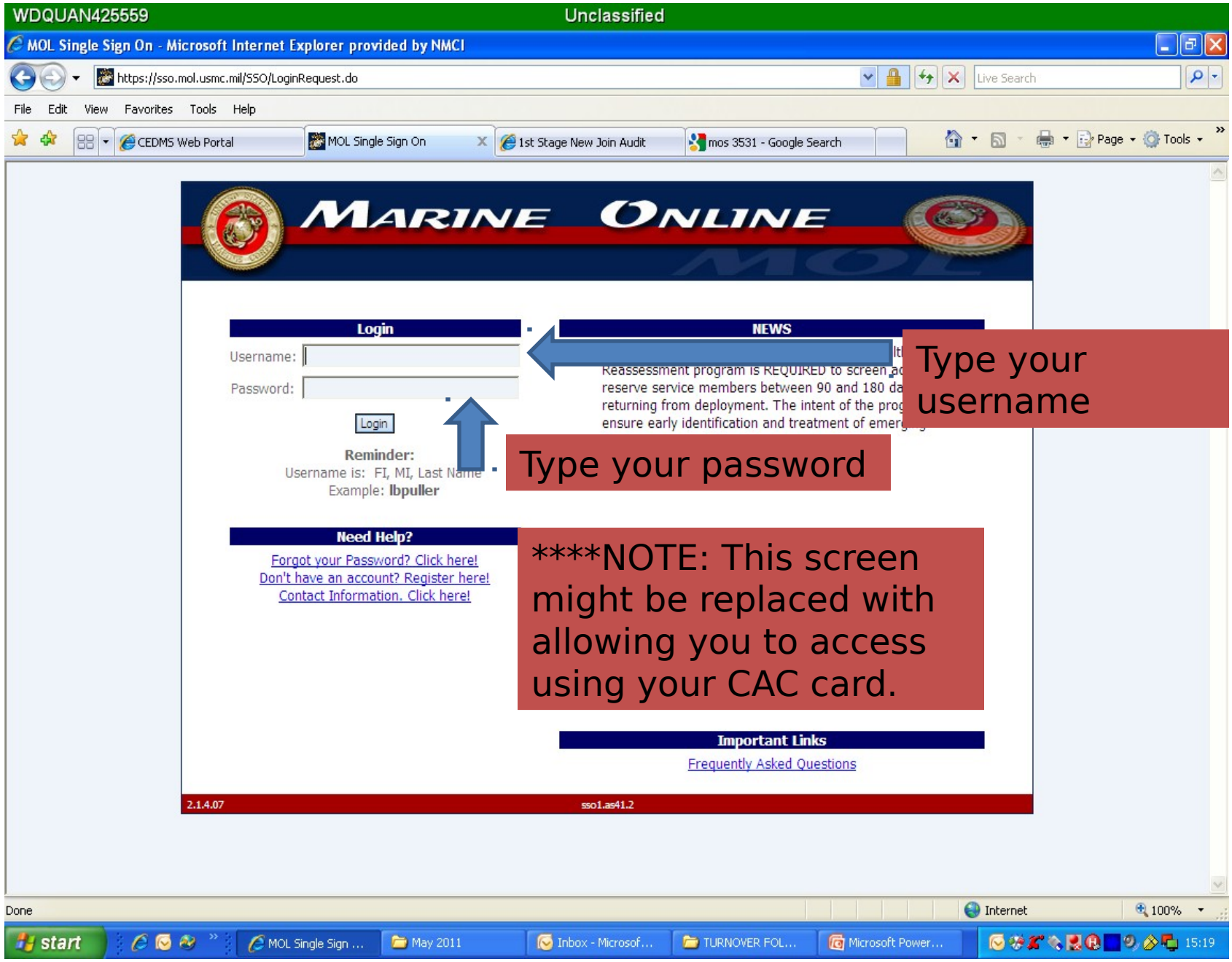
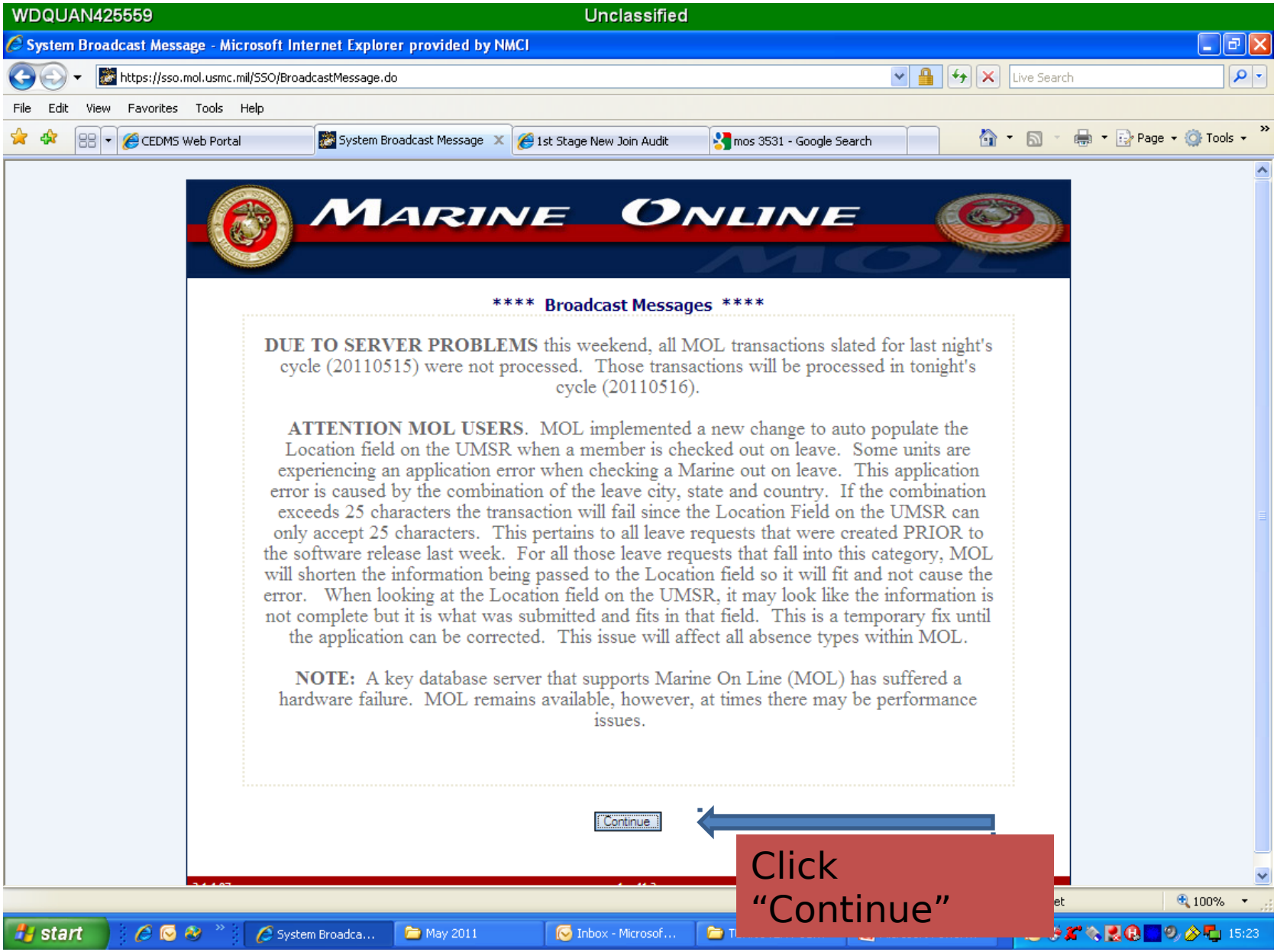
# Submitting and Tracking a Claim

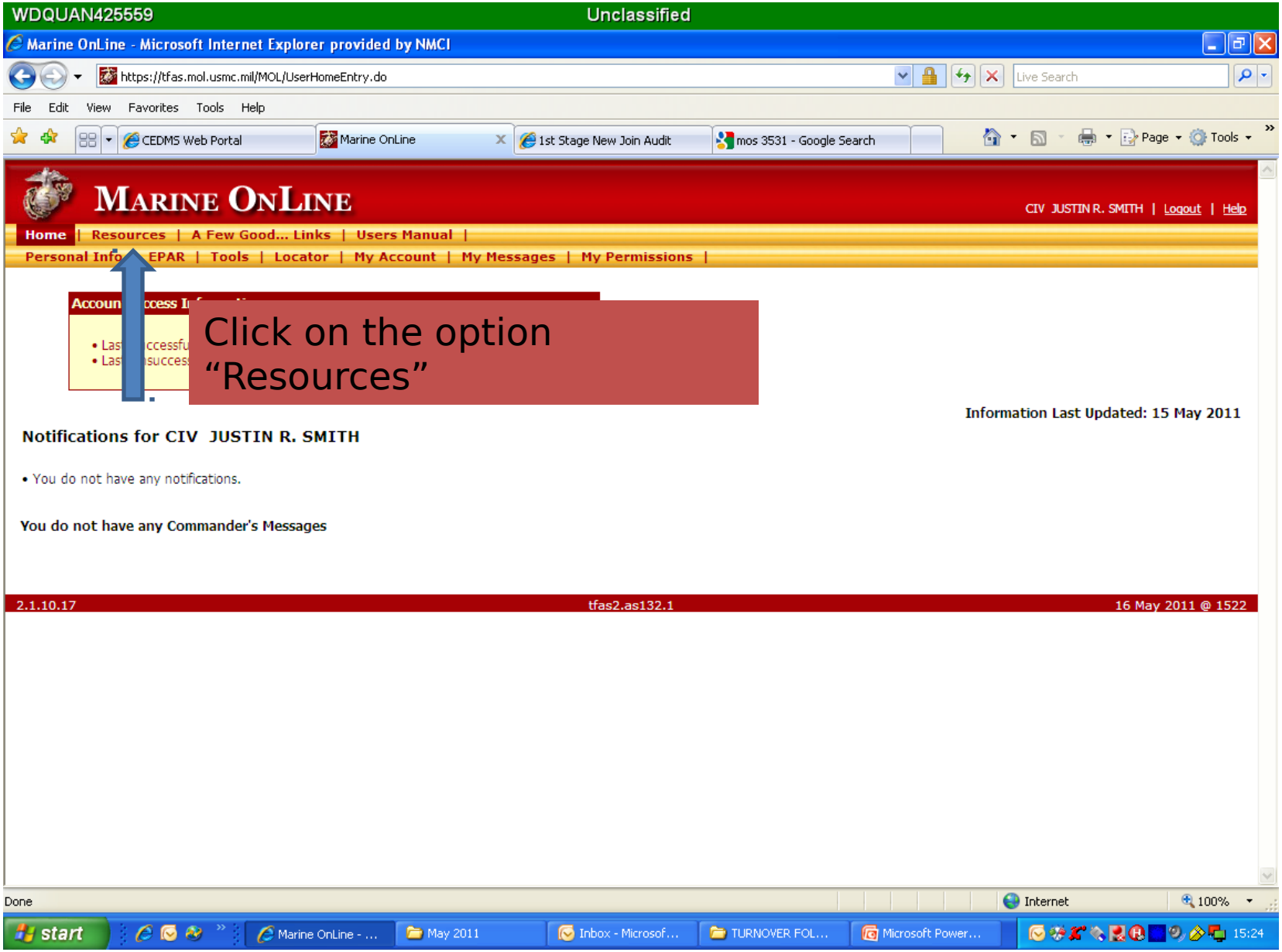
Using DTMS

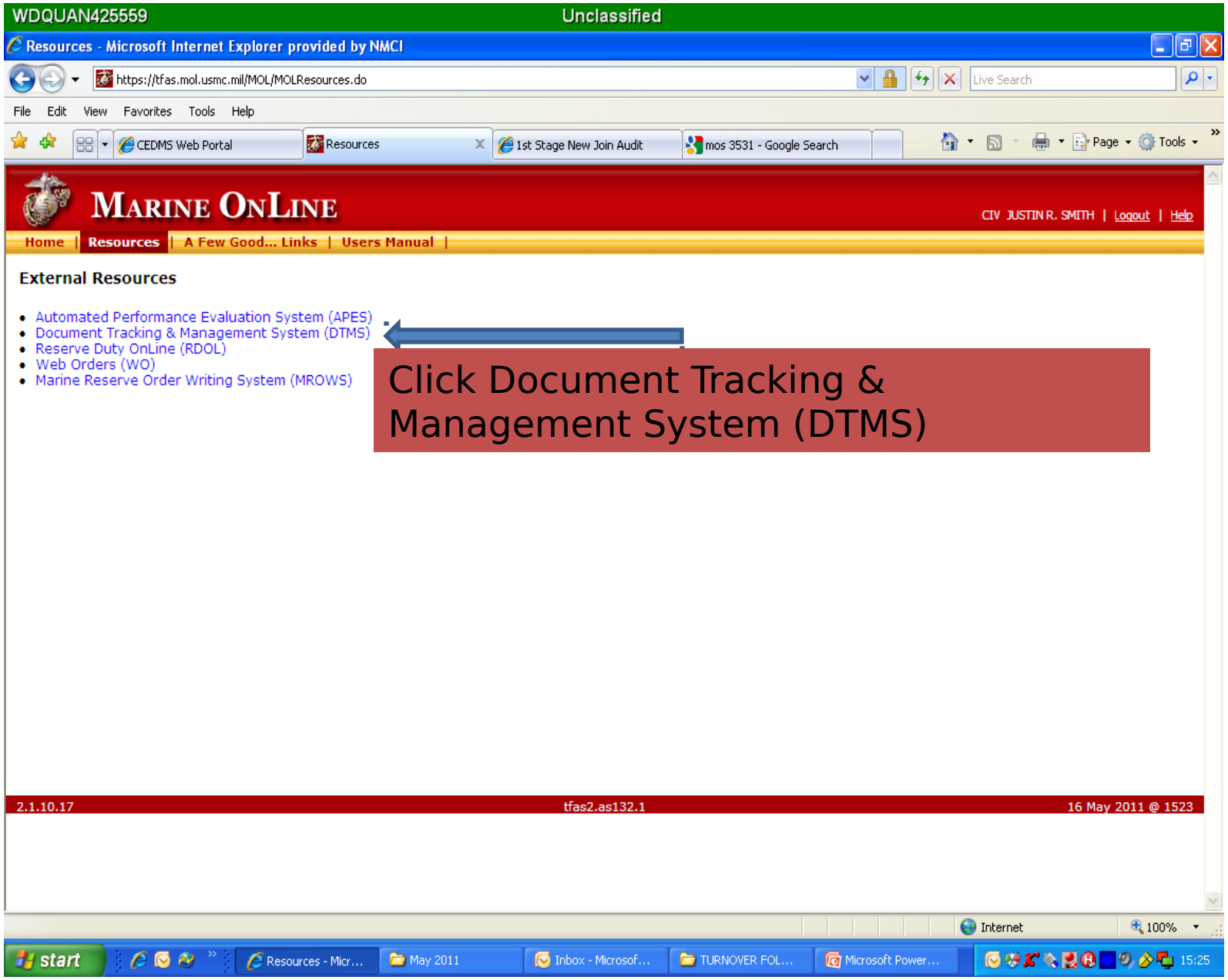

Google - Microsoft Internet Explorer provided by NMCI
http://www.google.com/
Live Search
File Edit View Favorites Tools Help
CEDMS Web Portal
Google
1st Stage New Join Audit
mos 3531 - Google Search
Page
Tools
Web Images Videos Maps News Shopping Gmail more
Sign in
A faster way to browse the web
Install Google Chrome
Google
MOL
Advanced search
Language tools
Google Search
I'm Feeling Lucky
Hit ok or click “Google Search”
Advertising Programs
Business Solutions
About Google
© 2011 - Privacy
Change background image
Internet
100%
start
Google - Microso...
May 2011
Inbox - Microsof...
TURNOVER FOL...
Microsoft Power...
15:16


WDQUAN425559
Unclassified
MOL - Google Search - Microsoft Internet Explorer provided by NMCI
http://www.google.com/search?hl=en&source=hp&biw=1131&bih=661&q=MOL&btnG=Google+Search&aq=f&aqi=g10&aql=&oq=
Live Search
File Edit View Favorites Tools Help
CEDMS Web Portal
MOL - Google Search
1st Stage New Join Audit
mos 3531 - Google Search
Page Tools
Web Images Videos Maps News Shopping Gmail more
Sign in
Google
MOL
Search
About 82,000,000 results (0.11 seconds)
Advanced search
Everything
Images
Videos
News
Shopping
More
Quantico Station, VA
Change location
Any time
Latest
Past 24 hours
Past week
Past month
Past year
Custom range...
More search tools
Marine Online
https://www.mol.usmc.mil/ - Similar
Click “Marine Online”
DOD Consent - MOL
You are accessing a U.S Government(USG) Information System(IS) that is ...
https://sso.mol.usmc.mil/SSO/LoginRequest.do - Cached - Similar
Show more results from usmc.mil
Mole (unit) - Wikipedia, the free encyclopedia
The name mole is an 1897 translation of the German unit Mol, coined by the chemist Wilhelm Ostwald in 1893, although the related concept of equivalent mass ...
en.wikipedia.org/wiki/Mole_(unit) - Cached - Similar
Mol - Wikipedia, the free encyclopedia
Mol or MOL may refer to: [edit] Places. City Municipality of Ljubljana ...
en.wikipedia.org/wiki/Mol - Cached - Similar
Show more results from wikipedia.org
MOLPower.com - Power in Motion
MOL Announces On Time Arrival Performance Results for January – March 2011 ... MOL announced its FY2010 financial results ...
www.molpower.com/ - Cached - Similar
Mac-on-Linux
Oct 9, 2007 ... Mac-on-Linux is a Linux/PPC program that virtualises MacOS or MacOSX in Linux.
www.maconlinux.org/ - Cached - Similar
MOL Logistics (Japan) Co., Ltd.
MOL Logistics Co.,Ltd. is a total logistics provider, all shipping freight fowarding, such as customs clearance procedure, insurance, ...
www.mol-logistics.com/ - Cached - Similar
http://www.google.com/search?hl=en&biw=1131&bih=661&q=related:https://www.mol.usmc.mil/+MOL&tbo=1&sa=X&ei=cnjRTcbQAcjAgQePqYC8D
Internet
100%
start
MOL - Google Se...
May 2011
Inbox - Microsof...
TURNOVER FOL...
Microsoft Power...
15:17


WDQUAN425559
Unclassified
MOL Single Sign On - Microsoft Internet Explorer provided by NMCI
https://sso.mol.usmc.mil/SSO/LoginRequest.do
File Edit View Favorites Tools Help
CEDMS Web Portal
MOL Single Sign On
1st Stage New Join Audit
mos 3531 - Google Search
Page Tools
MARINE ONLINE
MOL
Login
Username:
Password:
Login
Reminder:
Username is: FI, MI, Last Name
Example: lbpuller
NEWS
Reassessment program is REQUIRED to screen
reserve service members between 90 and 180 da
returning from deployment. The intent of the prog
ensure early identification and treatment of emer
Type your username
Type your password
Need Help?
Forgot your Password? Click here!
Don't have an account? Register here!
Contact Information. Click here!
****NOTE: This screen might be replaced with allowing you to access using your CAC card.
Important Links
Frequently Asked Questions
2.1.4.07
sso1.as41.2
Done
Internet
100%
start
MOL Single Sign ...
May 2011
Inbox - Microsof...
TURNOVER FOL...
Microsoft Power...
15:19


WDQUAN425559
Unclassified
System Broadcast Message - Microsoft Internet Explorer provided by NMCI
https://sso.mol.usmc.mil/SSO/BroadcastMessage.do
Live Search
File Edit View Favorites Tools Help
CEDMS Web Portal
System Broadcast Message
1st Stage New Join Audit
mos 3531 - Google Search
Page
Tools
MARINE ONLINE
MOL
**** Broadcast Messages ****
DUE TO SERVER PROBLEMS this weekend, all MOL transactions slated for last night's cycle (20110515) were not processed. Those transactions will be processed in tonight's cycle (20110516).
ATTENTION MOL USERS. MOL implemented a new change to auto populate the Location field on the UMSR when a member is checked out on leave. Some units are experiencing an application error when checking a Marine out on leave. This application error is caused by the combination of the leave city, state and country. If the combination exceeds 25 characters the transaction will fail since the Location Field on the UMSR can only accept 25 characters. This pertains to all leave requests that were created PRIOR to the software release last week. For all those leave requests that fall into this category, MOL will shorten the information being passed to the Location field so it will fit and not cause the error. When looking at the Location field on the UMSR, it may look like the information is not complete but it is what was submitted and fits in that field. This is a temporary fix until the application can be corrected. This issue will affect all absence types within MOL.
NOTE: A key database server that supports Marine On Line (MOL) has suffered a hardware failure. MOL remains available, however, at times there may be performance issues.
Continue
Click "Continue"
100%
start
System Broadca...
May 2011
Inbox - Microsof...
15:23


WDQUAN425559
Unclassified
Marine OnLine - Microsoft Internet Explorer provided by NMCI
https://tfas.mol.usmc.mil/MOL/UserHomeEntry.do
Live Search
File Edit View Favorites Tools Help
CEDMS Web Portal
Marine OnLine
1st Stage New Join Audit
mos 3531 - Google Search
Page Tools
MARINE ONLINE
CIV JUSTIN R. SMITH | Logout | Help
Home | Resources | A Few Good... Links | Users Manual |
Personal Info | EPAR | Tools | Locator | My Account | My Messages | My Permissions |
Click on the option "Resources"
Information Last Updated: 15 May 2011
Notifications for CIV JUSTIN R. SMITH
• You do not have any notifications.
You do not have any Commander's Messages
2.1.10.17
tfas2.as132.1
16 May 2011 @ 1522
Done
Internet
100%
start
Marine OnLine - ...
May 2011
Inbox - Microsof...
TURNOVER FOL...
Microsoft Power...
15:24


WDQUAN425559
Unclassified
Resources - Microsoft Internet Explorer provided by NMCI
https://tfas.mol.usmc.mil/MOL/MOLResources.do
Live Search
File Edit View Favorites Tools Help
CEDMS Web Portal
Resources
1st Stage New Join Audit
mos 3531 - Google Search
Page
Tools
MARINE ONLINE
CIV JUSTIN R. SMITH | Logout | Help
Home | Resources | A Few Good... Links | Users Manual |
External Resources
Automated Performance Evaluation System (APES)
Document Tracking & Management System (DTMS)
Reserve Duty OnLine (RDOL)
Web Orders (WO)
Marine Reserve Order Writing System (MROWS)
Click Document Tracking & Management System (DTMS)
2.1.10.17
tfas2.as132.1
16 May 2011 @ 1523
Internet
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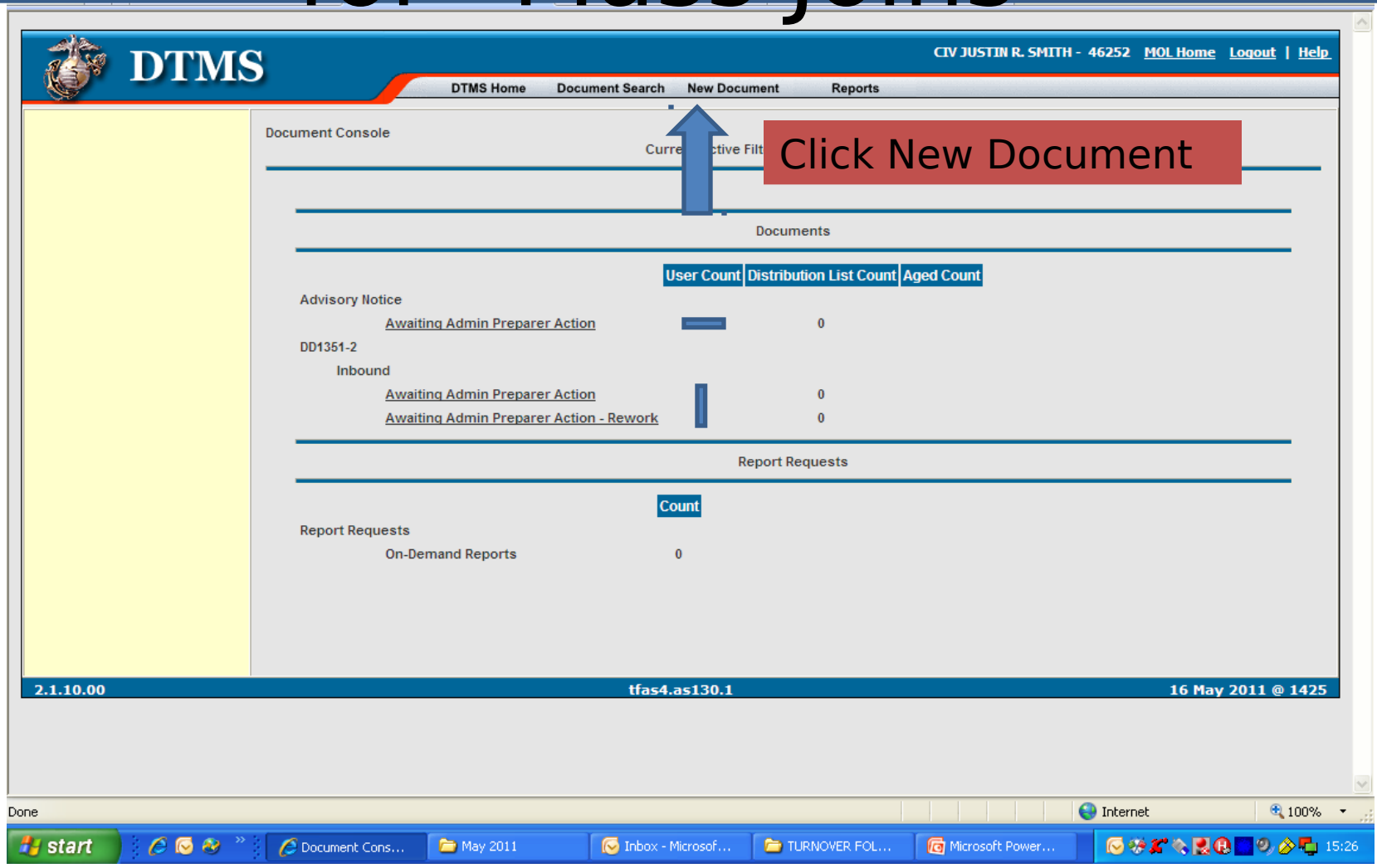
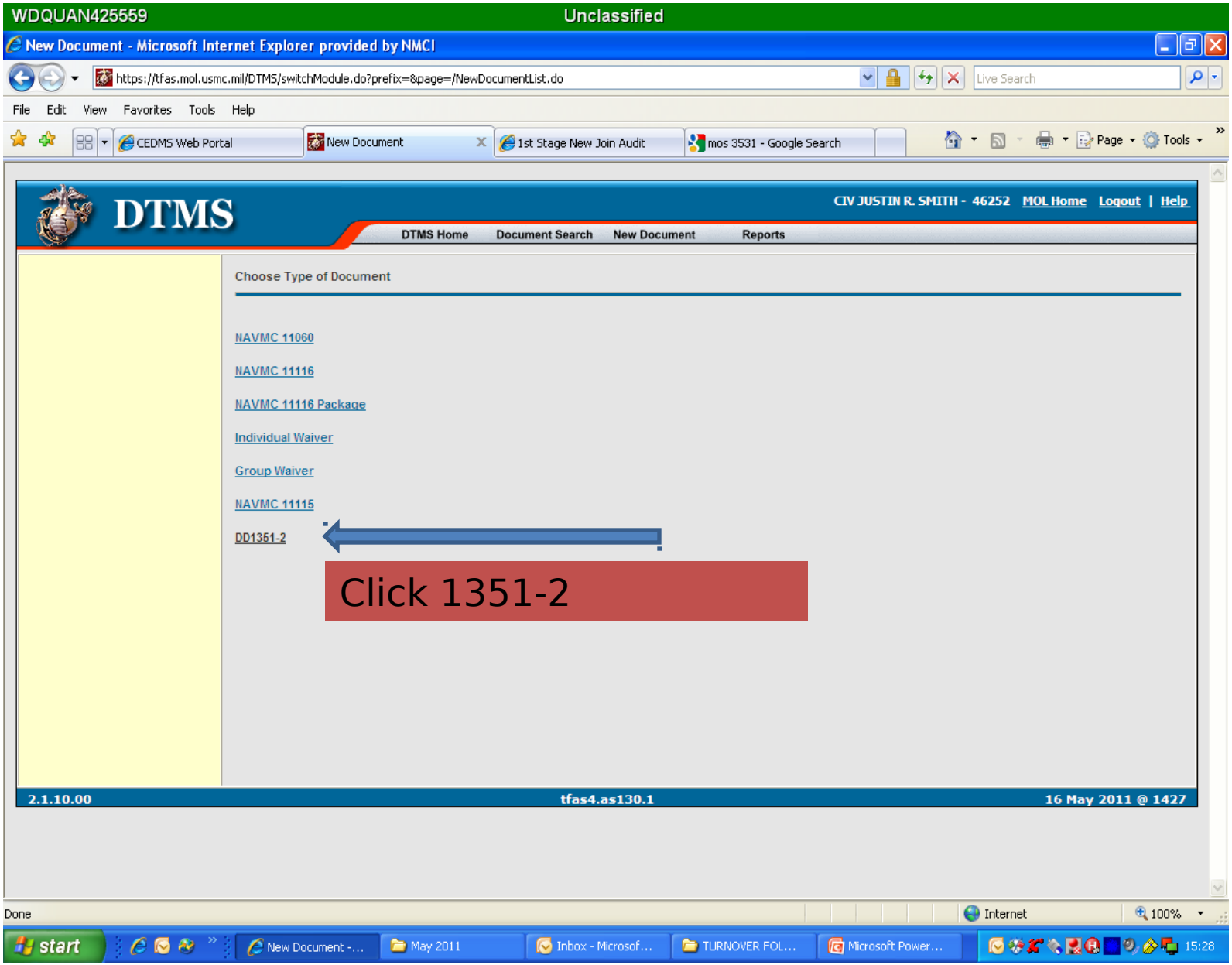
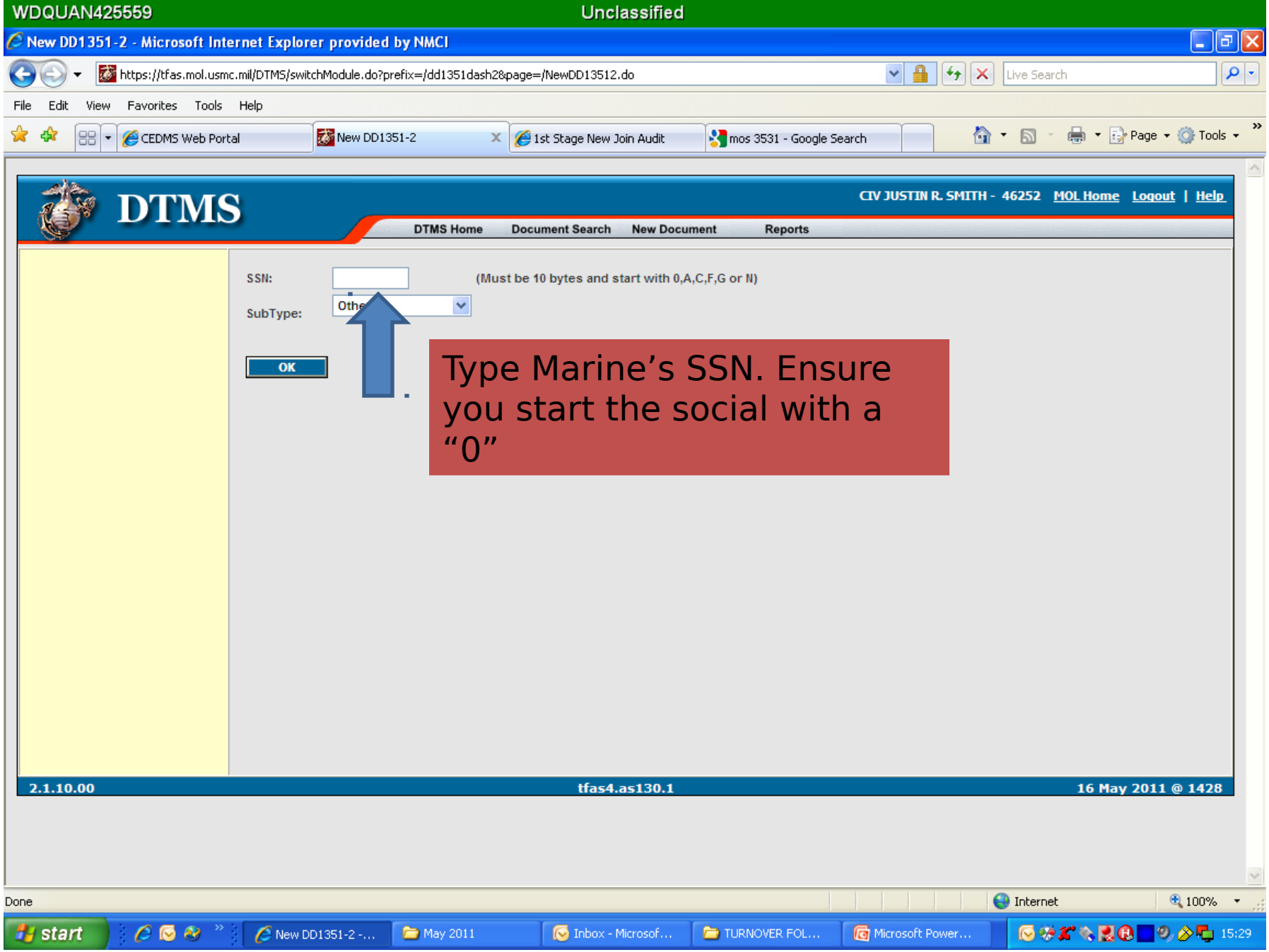
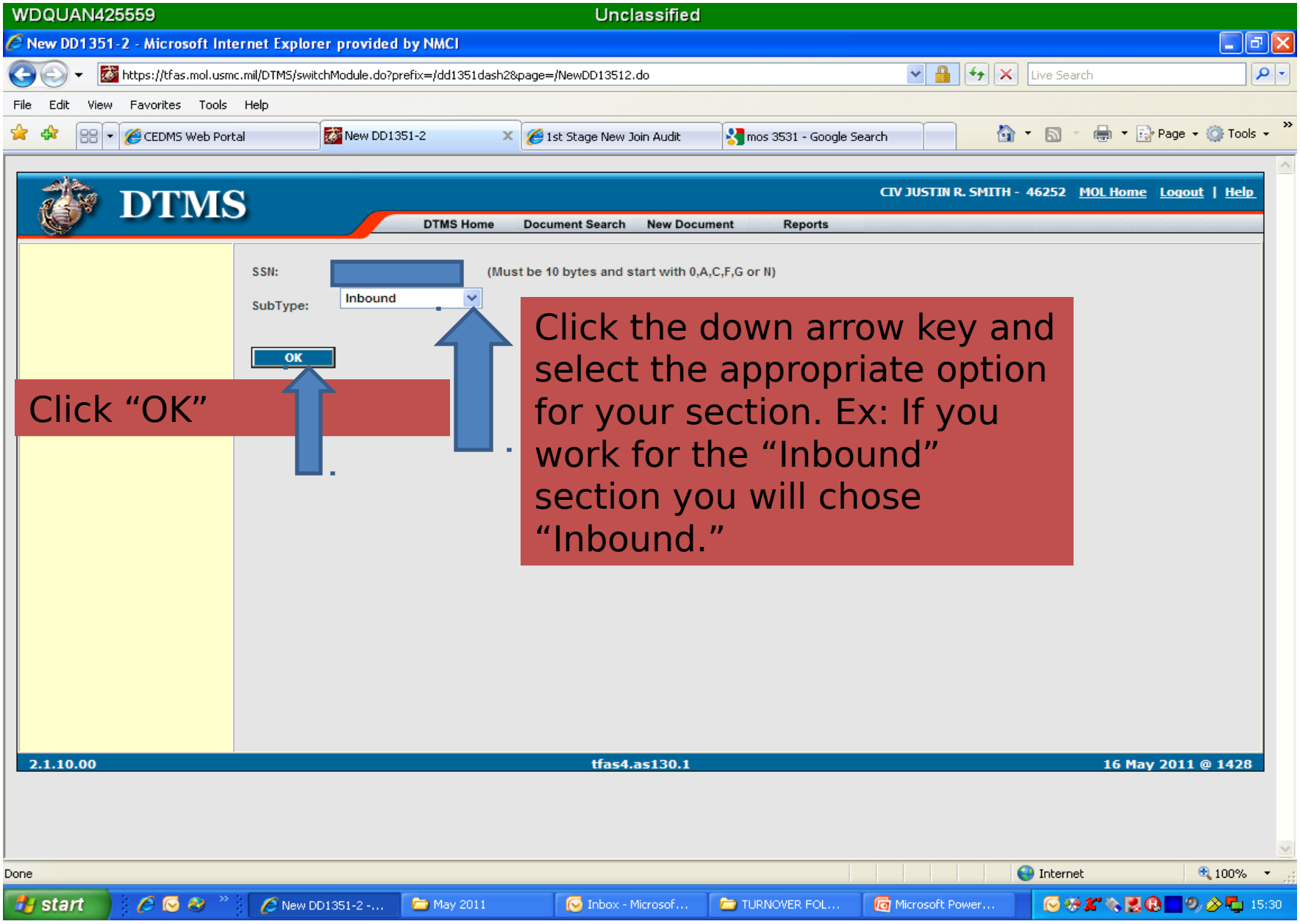
Resources - Micr...
May 2011
Inbox - Microsof...
TURNOVER FOL...
Microsoft Power...
15:25

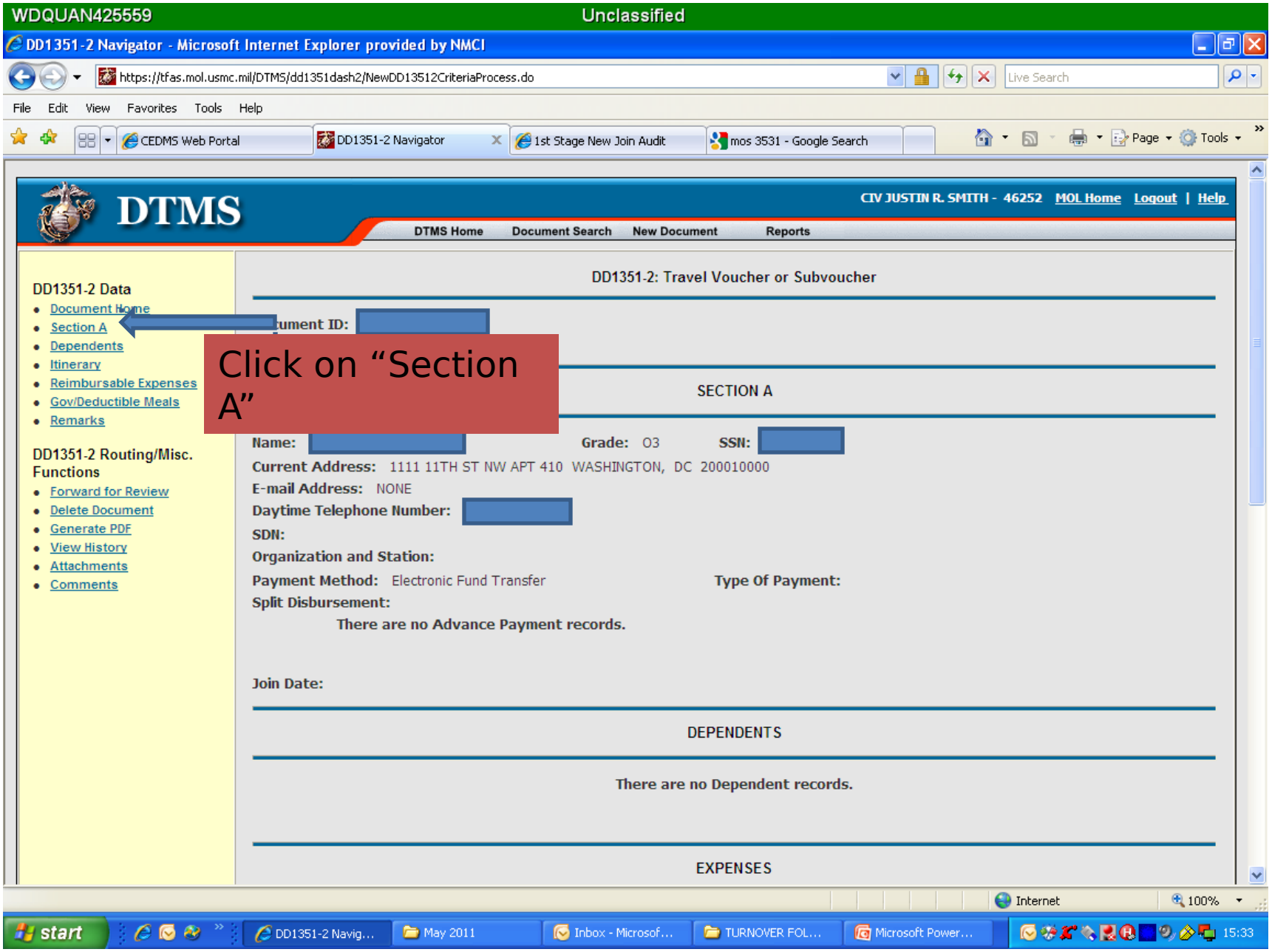
# How to Submit Travel claims for “Mass Joins”

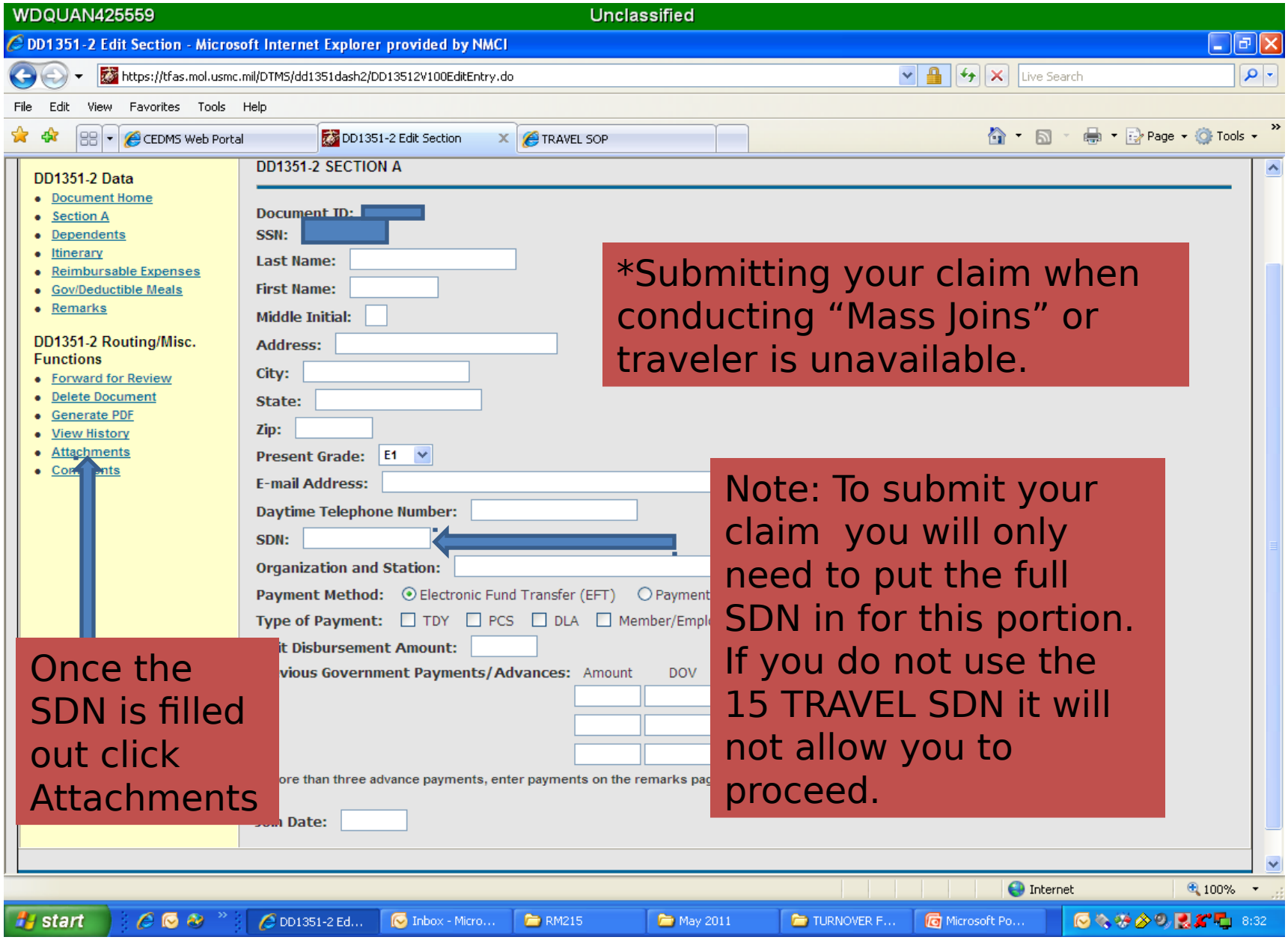


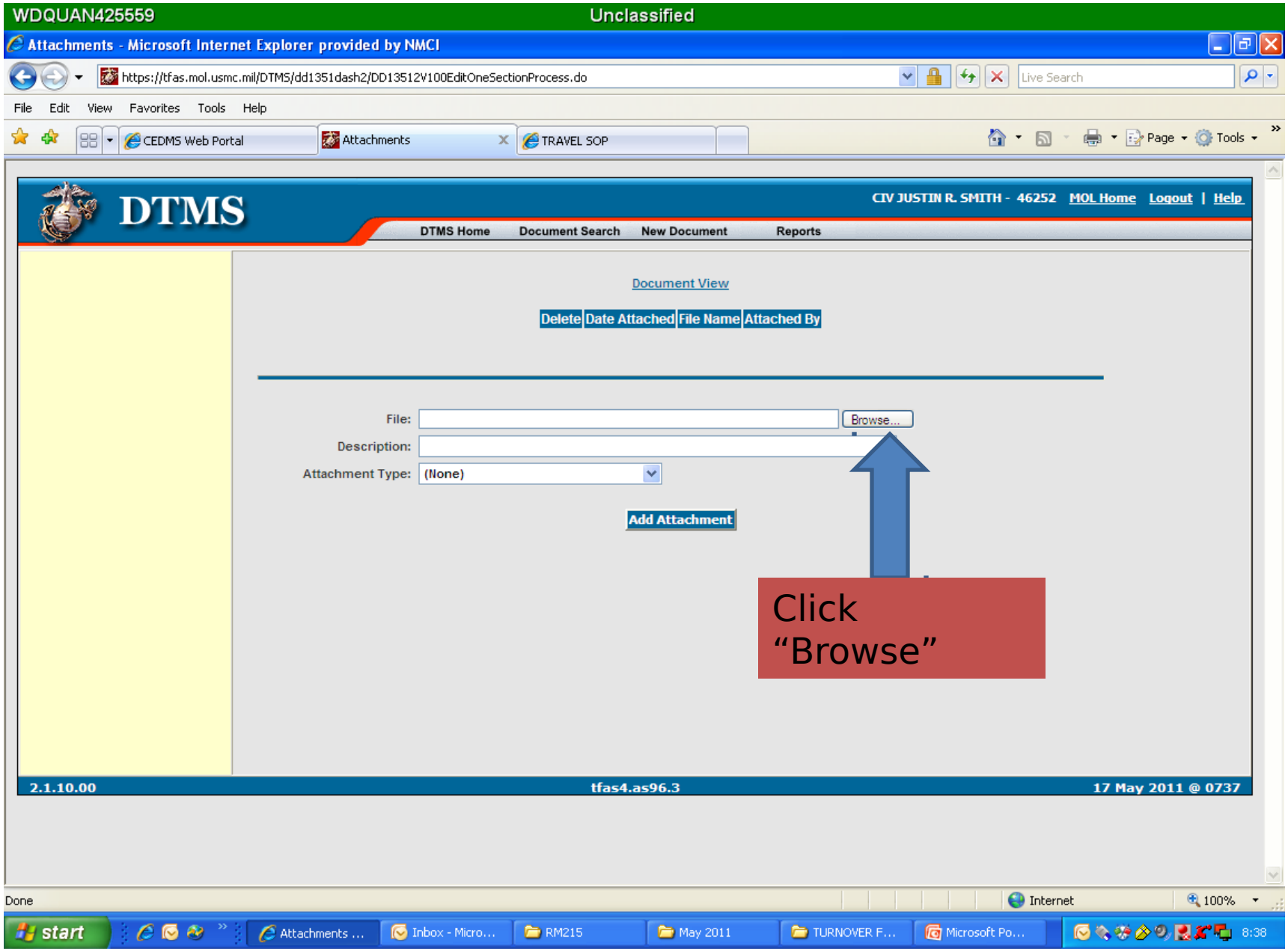

WDQUAN425559
Unclassified
New Document - Microsoft Internet Explorer provided by NMCI
https://tfas.mol.usmc.mil/DTMS/switchModule.do?prefix=&page=/NewDocumentList.do
Live Search
File Edit View Favorites Tools Help
CEDMS Web Portal
New Document
1st Stage New Join Audit
mos 3531 - Google Search
Page
Tools
DTMS
CIV JUSTIN R. SMITH - 46252
MOL Home
Logout | Help
DTMS Home
Document Search
New Document
Reports
Choose Type of Document
NAVMC 11060
NAVMC 11116
NAVMC 11116 Package
Individual Waiver
Group Waiver
NAVMC 11115
DD1351-2
Click 1351-2
2.1.10.00
tfas4.as130.1
16 May 2011 @ 1427
Done
Internet
100%
start
New Document -...
May 2011
Inbox - Microsof...
TURNOVER FOL...
Microsoft Power...
15:28

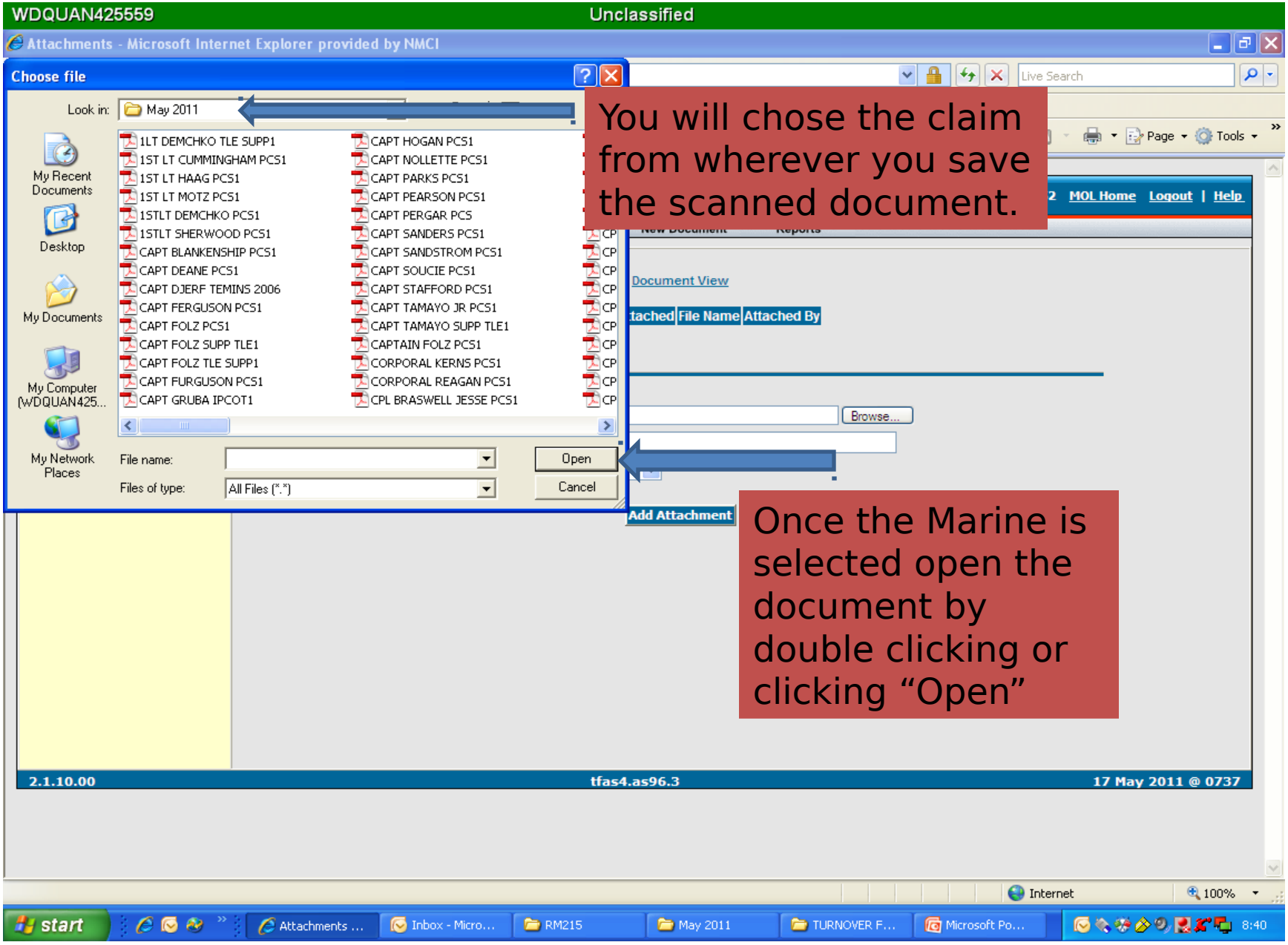

WDQUAN425559
Unclassified
New DD1351-2 - Microsoft Internet Explorer provided by NMCI
https://tfas.mol.usmc.mil/DTMS/switchModule.do?prefix=/dd1351dash2&page=/NewDD13512.do
Live Search
File Edit View Favorites Tools Help
CEDMS Web Portal
New DD1351-2
1st Stage New Join Audit
mos 3531 - Google Search
Page
Tools
DTMS
CIV JUSTIN R. SMITH - 46252
MOL Home
Logout | Help
DTMS Home
Document Search
New Document
Reports
SSN:
(Must be 10 bytes and start with 0,A,C,F,G or N)
SubType:
Othe
OK
Type Marine's SSN. Ensure you start the social with a "0"
2.1.10.00
tfas4.as130.1
16 May 2011 @ 1428
Done
Internet
100%
start
New DD1351-2 -...
May 2011
Inbox - Microsof...
TURNOVER FOL...
Microsoft Power...
15:29

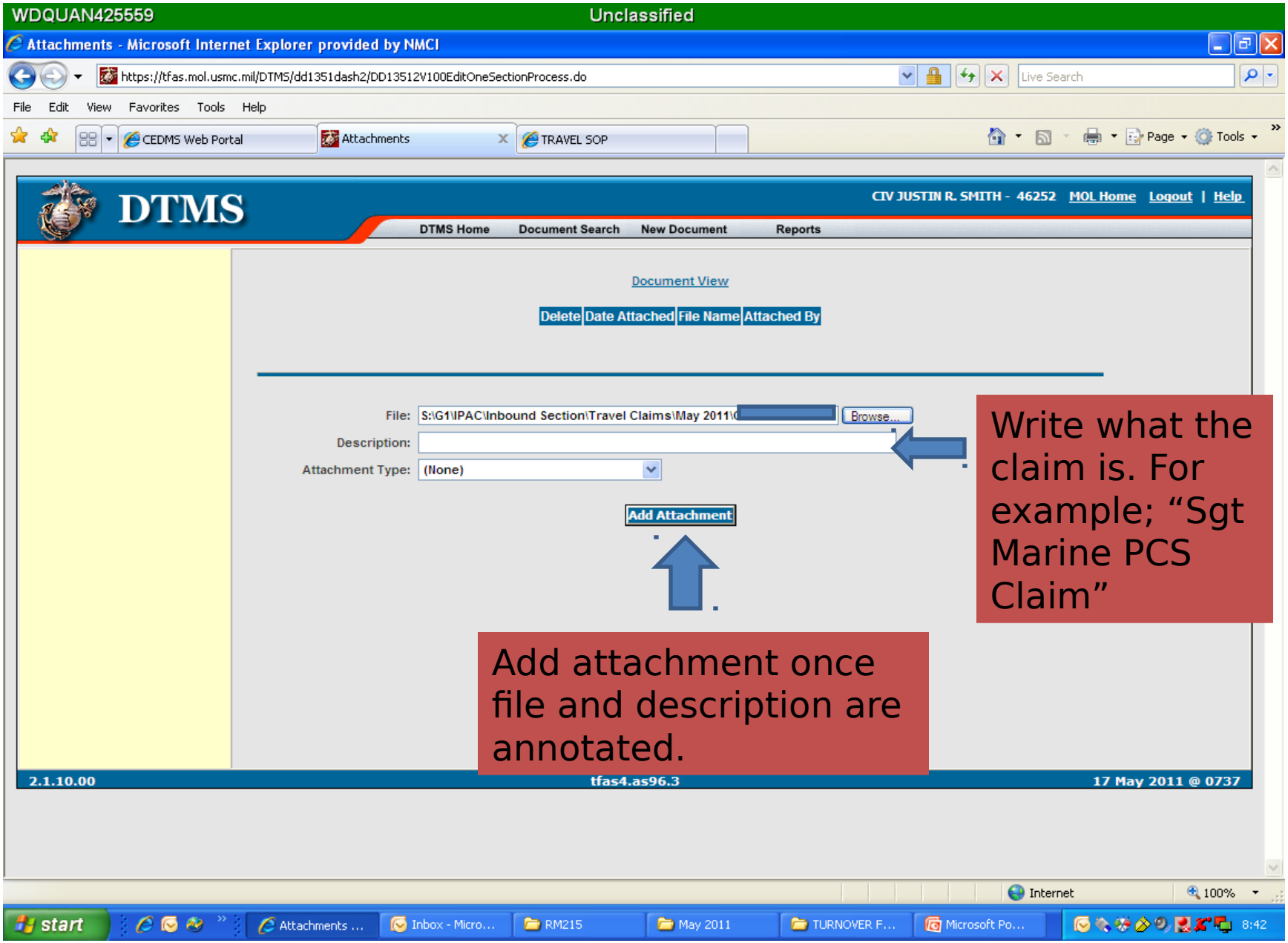

WDQUAN425559
Unclassified
New DD1351-2 - Microsoft Internet Explorer provided by NMCI
https://tfas.mol.usmc.mil/DTMS/switchModule.do?prefix=/dd1351dash2&page=/NewDD13512.do
File Edit View Favorites Tools Help
CEDMS Web Portal
New DD1351-2
1st Stage New Join Audit
mos 3531 - Google Search
DTMS
CIV JUSTIN R. SMITH - 46252 MOL Home Logout | Help
DTMS Home Document Search New Document Reports
SSN:
(Must be 10 bytes and start with 0,A,C,F,G or N)
SubType:
Inbound
OK
Click "OK"
Click the down arrow key and select the appropriate option for your section. Ex: If you work for the "Inbound" section you will chose "Inbound."
2.1.10.00
tfas4.as130.1
16 May 2011 @ 1428
Done
Internet
100%
start
New DD1351-2 -...
May 2011
Inbox - Microsof...
TURNOVER FOL...
Microsoft Power...
15:30


WDQUAN425559
Unclassified
DD1351-2 Navigator - Microsoft Internet Explorer provided by NMCI
https://tfas.mol.usmc.mil/DTMS/dd1351dash2/NewDD13512CriteriaProcess.do
File Edit View Favorites Tools Help
CEDMS Web Portal
DD1351-2 Navigator
1st Stage New Join Audit
mos 3531 - Google Search
DTMS
CIV JUSTIN R. SMITH - 46252 MOL Home Logout | Help
DTMS Home Document Search New Document Reports
DD1351-2 Data
Document Home
Section A
Dependents
Itinerary
Reimbursable Expenses
Gov/Deductible Meals
Remarks
DD1351-2 Routing/Misc. Functions
Forward for Review
Delete Document
Generate PDF
View History
Attachments
Comments
Click on "Section A"
DD1351-2: Travel Voucher or Subvoucher
SECTION A
Name:
Grade: O3
SSN:
Current Address: 1111 11TH ST NW APT 410 WASHINGTON, DC 200010000
E-mail Address: NONE
Daytime Telephone Number:
SDN:
Organization and Station:
Payment Method: Electronic Fund Transfer
Type Of Payment:
Split Disbursement:
There are no Advance Payment records.
Join Date:
DEPENDENTS
There are no Dependent records.
EXPENSES
Internet
100%
start
DD1351-2 Navig...
May 2011
Inbox - Microsof...
TURNOVER FOL...
Microsoft Power...
15:33


WDQUAN425559
Unclassified
DD1351-2 Edit Section - Microsoft Internet Explorer provided by NMCI
https://tfas.mol.usmc.mil/DTMS/dd1351dash2/DD13512V100EditEntry.do
File Edit View Favorites Tools Help
CEDMS Web Portal
DD1351-2 Edit Section
TRAVEL SOP
DD1351-2 Data
Document Home
Section A
Dependents
Itinerary
Reimbursable Expenses
Gov/Deductible Meals
Remarks
DD1351-2 Routing/Misc. Functions
Forward for Review
Delete Document
Generate PDF
View History
Attachments
DD1351-2 SECTION A
Document ID:
SSN:
Last Name:
First Name:
Middle Initial:
Address:
City:
State:
Zip:
Present Grade: E1
E-mail Address:
Daytime Telephone Number:
SDN:
Organization and Station:
Payment Method: Electronic Fund Transfer (EFT)
Type of Payment: TDY PCS DLA
Amount
DOV
*Submitting your claim when conducting "Mass Joins" or traveler is unavailable.
Note: To submit your claim you will only need to put the full SDN in for this portion. If you do not use the 15 TRAVEL SDN it will not allow you to proceed.
Once the SDN is filled out click Attachments
Internet
100%
start
8:32


WDQUAN425559
Unclassified
Attachments - Microsoft Internet Explorer provided by NMCI
https://tfas.mol.usmc.mil/DTMS/dd1351dash2/DD13512V100EditOneSectionProcess.do
File Edit View Favorites Tools Help
CEDMS Web Portal
Attachments
TRAVEL SOP
DTMS
CIV JUSTIN R. SMITH - 46252 MOL Home Logout | Help
DTMS Home Document Search New Document Reports
Document View
Delete Date Attached File Name Attached By
File:
Browse...
Description:
Attachment Type:
(None)
Add Attachment
Click "Browse"
2.1.10.00
tfas4.as96.3
17 May 2011 @ 0737
Done
Internet
100%
start
Attachments ...
Inbox - Micro...
RM215
May 2011
TURNOVER F...
Microsoft Po...
8:38


WDQUAN425559
Unclassified
Attachments - Microsoft Internet Explorer provided by NMCI
Choose file
Look in: May 2011
1LT DEMCHKO TLE SUPP1
1ST LT CUMMINGHAM PCS1
1ST LT HAAG PCS1
1ST LT MOTZ PCS1
1STLT DEMCHKO PCS1
1STLT SHERWOOD PCS1
CAPT BLANKENSHIP PCS1
CAPT DEANE PCS1
CAPT DJERF TEMINS 2006
CAPT FERGUSON PCS1
CAPT FOLZ PCS1
CAPT FOLZ SUPP TLE1
CAPT FOLZ TLE SUPP1
CAPT FURGUSON PCS1
CAPT GRUBA IPCOT1
CAPT HOGAN PCS1
CAPT NOLLETTE PCS1
CAPT PARKS PCS1
CAPT PEARSON PCS1
CAPT PERGAR PCS
CAPT SANDERS PCS1
CAPT SANDSTROM PCS1
CAPT SOUCIE PCS1
CAPT STAFFORD PCS1
CAPT TAMAYO JR PCS1
CAPT TAMAYO SUPP TLE1
CAPTAIN FOLZ PCS1
CORPORAL KERNS PCS1
CORPORAL REAGAN PCS1
CPL BRASWELL JESSE PCS1
My Recent Documents
Desktop
My Documents
My Computer (WDQUAN425...
My Network Places
File name:
Files of type: All Files (*.*)
Open
Cancel
You will chose the claim from wherever you save the scanned document.
Live Search
Page
Tools
MOL Home
Logout
Help
Document View
tached
File Name
Attached By
Browse...
Add Attachment
Once the Marine is selected open the document by double clicking or clicking “Open”
2.1.10.00
tfas4.as96.3
17 May 2011 @ 0737
Internet
100%
start
Attachments ...
Inbox - Micro...
RM215
May 2011
TURNOVER F...
Microsoft Po...
8:40


WDQUAN425559
Unclassified
Attachments - Microsoft Internet Explorer provided by NMCI
https://tfas.mol.usmc.mil/DTMS/dd1351dash2/DD13512V100EditOneSectionProcess.do
File Edit View Favorites Tools Help
CEDMS Web Portal
Attachments
TRAVEL SOP
DTMS
CIV JUSTIN R. SMITH - 46252 MOL Home Logout | Help
DTMS Home Document Search New Document Reports
Document View
Delete Date Attached File Name Attached By
File: S:\G1\IPAC\Inbound Section\Travel Claims\May 2011\
Browse...
Description:
Attachment Type: (None)
Add Attachment
Write what the claim is. For example; “Sgt Marine PCS Claim”
Add attachment once file and description are annotated.
2.1.10.00
tfas4.as96.3
17 May 2011 @ 0737
Internet
100%
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Attachments ...
Inbox - Micro...
RM215
May 2011
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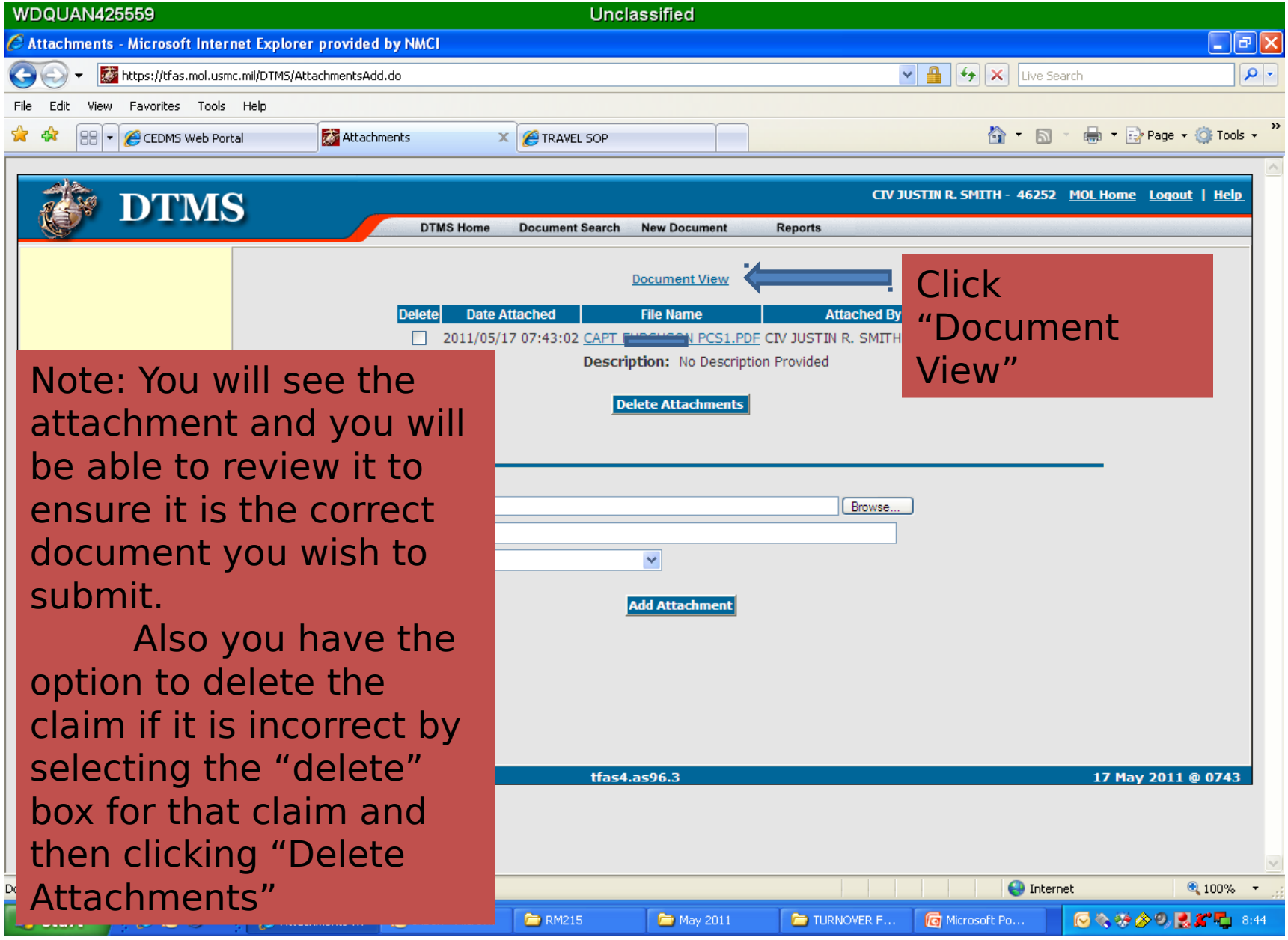
Microsoft Po...
8:42




Click "Document View"

Note: You will see the attachment and you will be able to review it to ensure it is the correct document you wish to submit.

Also you have the option to delete the claim if it is incorrect by selecting the "delete" box for that claim and then clicking "Delete Attachments"

DD1351-2 Navigator - Microsoft Internet Explorer provided by NMCI

https://tfas.mol.usmc.mil/DTMS/DisplayDocument.do?docId=1773384.0

File Edit View Favorites Tools Help

CEDMS Web Portal | DD1351-2 Navigator | TRAVEL SOP

DTMS

CIV JUSTIN R. SMITH - 46252 MOL Home Logout | Help

DTMS Home Document Search New Document Reports

**DD1351-2 Data**

- Document Home
- Section A
- Dependents
- Itinerary
- Reimbursable Expenses
- Gov/Deductible Meals
- Remarks

**DD1351-2 Routing/Misc. Functions**

- Forward for Review
- Delete Document
- Gener
- View His
- Attachm (1)
- Comme

## DD1351-2: Travel Voucher or Subvoucher

**Document ID:** 1773384 Inbound

### SECTION A

**Name:** , **Grade:** E1 **SSN:** 0224050050
**Current Address:** ,
**E-mail Address:**
**Daytime Telephone Number:**
**SDN:** M0002711CTB1111
**Organization and Station:**
**Payment Method:** Electronic Fund Transfer **Type Of Payment:**
**Split Disbursement:**
**Government Advance Payments:**

| | Amount | DOV | Date Paid |
|---|---|---|---|

**Join Date:**

Click "Forward for Review"

NOTE: Once forwarded for review it will go to whomever your certifier is and they will review the claim and forward to the appropriate disbursing office.

Done Internet 100%

start | DD1351-2 Na... | Inbox - Micro... | RM215 | May 2011 | TURNOVER F... | Microsoft Po... | 8:47